



# Iowa Department of Human Services

Terry E. Branstad  
Governor

Kim Reynolds  
Lt. Governor

Charles M. Palmer  
Director

## CHILD ABUSE PREVENTION PROGRAM ADVISORY COMMITTEE (CAPPAC)

**Chairperson:** Lucas Sulentic

**Committee Members:**

Amy Alvarez  
Lisa Bellows  
LaTasha DeLoach  
Kevin Frey  
Nancy Wells

**ICAPP Administrators:**

Liz Cox  
Abby Patterson

**DHS Liaison:**

Lisa Bender

### Meeting Minutes

The Child Abuse Prevention Program Advisory Committee (CAPPAC), of the Council on Human Services, held a meeting **Friday, June 3rd 2016** from **9am-12:00pm**

### **Urbandale Public Library, Meeting Room A**

3520 86th Street  
Urbandale, IA 50322

#### Call to Order, Welcome & Introductions

- **Members Present:** Alvarez, Bellows, DeLoach, Sulentic, Wells
- **Members Absent:** Frey
- **ICAPP Administrators Present:** Cox, Patterson
- **DHS Staff Present:** Bender

#### Introduction of new PCA Iowa Executive Director

- Members were introduced to the new PCA Iowa Executive Director, Liz Cox. Cox shared her experience in working with nonprofits and on Iowa's Healthiest State initiative. Liz also discussed her experience as a member of the West Des Moines School Board.

#### Recap of 4/22/16 and approval of Minutes

- A motion to approve the minutes as written, for 4/22/16, was made. All members were in favor and no one opposed. The minutes stand as written.

#### SFY 2017 contract renewal

- CAPPAC went over all remaining contracts that did not receive a renewal letter.

- Members were updated on where those contractors are in regards to the contract performance measures at this point.
- Members decided on recommendations to make to the contract owner, Wendy Rickman.
  - See attached recommendations regarding amendments, renewals, and PIPs.

#### **CAPPAC Recruitment & Looking Forward**

- Bender noted that Alvarez and Frey's terms will be coming to an end and that IDHS will need to recruit new members.
- An application will be developed and posted on the IDHS website.

#### **Wrap-up & Schedule Next Meeting**

- Bender will send members a Doodle poll to schedule a fall meeting. Topics will include new member applicants and approval and the annual evaluation report.
- Bender also noted the role of the CAPPAC in the new procurement of ICAPP Administrative Services.